



**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING**

Leon Valley Conference Center
6421 Evers Road, Leon Valley, Texas 78238
Tuesday, February 02, 2016

MINUTES

The City Council of the City of Leon Valley, Texas met on the 2nd day of February, 2016 at the Leon Valley Conference Center located at 6421 Evers Road, Leon Valley, Texas for the purpose of the following business:

REGULAR CITY COUNCIL MEETING

Mayor Riley called the Special City Council Workshop to order at 7:11 p.m. and asked City Attorney Roxann Pais Cotroneo to lead the Pledge of Allegiance.

Mayor Riley asked that the minutes reflect that the following members of City Council were present: Council Members David Edwards, Carmen Sanchez, Monica Alcocer, Benny Martinez and David Jordan.

Also in attendance were:

City Manager Kelly Kuenstler, ACM/HR Director Crystal Caldera, City Secretary Sandra Passailaigue, City Attorney Roxann Pais Cotroneo, Public Works Director Melinda Moritz, Public Works Assistant Director David Dimaline, Community Development Director Elizabeth Carol and City, Finance Director Vickie Wallace, Library Director Sandy Underwood, Fire Chief Luis Valdez, Police Chief Randall Wallace and Communications Director Darrick Green.

Mayor Riley announced that the City Council had been meeting since 6:00 p.m. on an important drainage issue in the Monte Robles area and another issue that we were unable to take. Mayor Riley continued to say that there was a bit of housekeeping to do before moving onto citizens to be heard. Mayor Riley moved it over to Council Member Monica Alcocer and reminded everyone that this was reflected back to the workshop.

A motion was made by Council Member Monica Alcocer and seconded by Council Member Benny Martinez, to table indefinitely the Huebner Creek, which is really the Raymond Rimkus Park issue of flooding. Upon a unanimous vote, Mayor Riley announced the motion carried.

Citizens to Be Heard and Time for Objections to the Consent Agenda.

Mayor Riley asked if any of the Council Members wished to pull any item from the Consent Agenda for discussion.

Council Member Monica Alcocer asked to pull item 6b until the next Council meeting in order to resolve some concerns regarding the minutes.

- Lyn Joseph, 6423 Trotter Lane, spoke regarding the speed bumps requested last year for Huebner Road. Would like an update and to know how and where to obtain the petition form.
 - Fire Chief Valdez offered to get Ms. Joseph the petition form and answer any questions she has on the Speed Bump Policy.
- Olen Yarnell, 7230 Sulky, asked if it were possible for a citizen to request that an item be pulled from the consent agenda and if so, he request that Item 8 be pulled.
 - City Attorney Cotroneo informed the City Council that it is at their discretion whether or not to do so but a motion would be needed.

A motion was made by Council Member Carmen Sanchez and seconded by Council Member Benny Martinez, to remove Item 8 from the consent agenda for discussion. Upon a vote of four (4) for and one (1) against, with Council Member Monica Alcocer casting the negative vote, Mayor Riley announced the motion carried.

Presentation of the Monarch Butterfly Proclamation.

Mayor Riley read the Monarch Butterfly Mayor's Pledge and asked that everyone consider planting milkweed to aid in the Monarch Butterfly population.

Presentation of the 2015 Achievement of Library Excellence Award by Waynette Ditto, Hewitt Library Director and current President of Texas Municipal Library Directors Association.

Katie Gwaltney, Chairman of the Library Board of Trustees introduced Waynette Ditto, Hewitt Library Director and current President of the Texas Municipal Library Directors Association presented the 2015 Achievement of Library Excellence Award to Library Director Sandy Underwood. The Leon Valley Public Library is one of 42 out of 487 libraries in the State of Texas to receive this award.

On behalf of the Library Board of Trustees, Chairman Gwaltney presented Library Director Underwood with beautiful flowers.

Donovan Rodriguez from Senator Jose Menendez' office presented Library Director Sandy Underwood with a Certificate of Congratulations.

Presentation of the Fit Friendly Worksite Award to the Leon Valley Fire Department by the American Heart Association.

City Manager Kelly Kuenstler recognized the staff of the Helotes Dispatch who came out on their own time this evening to support the Leon Valley Fire Department and their efforts.

Fire Chief Luis Valdez thanked the Helotes team as well and said that he had nothing to do with this but that it was an initiative taken on by the firefighters themselves. Chief Valdez introduced Mike Odom from the American Heart Association. Mr. Odom presented the Fit

Friendly Worksite Award to Chief Valdez saying that LVFD is the second department in the six state regional affiliate office and they are the first in Bexar County.

LVFD firefighters Rick Sanchez and Danial Cano gave a brief explanation of what behavior changes they made to help them achieve this award.

Donovan Rodriguez from Senator Jose Menendez' office presented Fire Chief Valdez with a Certificate of Congratulations.

CONSENT AGENDA

Approval of City Council Minutes. (S. Passailaigue)

- a) January 19, 2016 Special City Council Meeting**
- b) January 19, 2016 Regular City Council Meeting**

Approval of bank signature cards and approval of a Resolution Amending the authorized Representatives for TexPool. M&C #2016-02-02-02 (V. Wallace).

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to approve Consent Agenda Item #6a (January 19, 2016 Special City Council Minutes), and Item #7 (Texpool Resolution) as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to move the January 19, 2016 Regular City Council Minutes to the February 16, 2016 meeting for consideration. Upon a unanimous vote, Mayor Riley announced the motion carried.

Discussion and possible action on Ordinance No. 16-003, an ordinance approving amendments to the General Fund of the City Of Leon Valley, Texas Municipal Budget for Fiscal Year of 2015-2016 regarding the Kinman House renovations. M&C #2016-02-02-03 (V. Wallace)

Finance Director Vickie Wallace presented this item in an effort to begin renovations to the Kinman House via the approval of an Ordinance for a budget adjustment in the amount of \$20,000 for use as a restaurant. Council approved the budget adjustment on January 16, 2016.

However, an Ordinance was not attached. In order to properly execute the budget adjustment approved, an Ordinance is needed. This item is a house keeping item only.

- Olen Yarnell, 7230 Sulky, said he was looking for clarification regarding the \$20,000.

City Manager Kelly Kuentler gave a brief explanation on the plan to remodel and repair the Kinman House because there are necessary no matter what the building is used for. However, City Manager Kuentler added that her hope is to come back with a possible 380 agreement to lease the Kinman House out as a restaurant.

A motion was made by Council Member Benny Martinez and seconded by Council Member Monica Alcocer, to approve Item 8, we pulled it in the spirit of transparency and I think the questions have been answered so my motion is to approve of Item 8. Upon a unanimous vote, Mayor Riley announced the motion carried.

REGULAR AGENDA

Consideration and possible action on a sign variance request by Pastor Herman Price Jr., of St. John's Baptist Church, to allow a digital sign at 6800 Evers Road. M&C #2016-02-02-04 (E. Carol).

Community Development Director Elizabeth Carol presented the item for City Council consideration of a sign variance this would allow the congregation of St. John's Baptist Church to remove the old sign on their newly acquired property and replace the sign to enhance their presence in the community with a dynamic digital sign. The congregation's property is at the corner of Huebner and Evers Road, and the church moved onto the site in 2006. Chapter 3.04.014(12) of the Leon Valley Code of Ordinances and Chapter 14 Appendix C, Section G(2)(j)(iv) identify digital signs as prohibited in Leon Valley. The applicant was denied their permit. As part of their variance request, the applicant noted that they lacked visibility from Huebner Road.

- Olen Yarnell, 7230 Sulky, spoke about other LED signs within the City of Leon Valley.
- Lyn Joseph, 6423 Trotter Lane, spoke about repositioning the sign.
- Larry Proffitt, 6307 Rue Sophie, spoke against the SEE statement on this item.
- Belinda Ealy, 7314 Canterfield Road, spoke about the LED sign at City Hall which is to be moved to the Library being in violation as well since that is also in a residential neighborhood.

Mayor Riley said she would like to know how many sign variances have been denied by the City to which Community Development Director Carol said she would provide.

A motion was made by Council Member David Jordan and seconded by Council Member David Edwards, to grant St. John's Baptist Church sign variance as requested in M&C # 2016-02-2-04 with the provision that the sign be at the minimum lumination from 10:00 p.m. until 6:00 a.m. which are quiet hours for the City until we can review it after it has been erected and turned on and then we can review it and monitor it at that time. So I make a motion that it is approved with the provision that it's not operational from 10:00 a.m. to 6:00 p.m. for the first thirty (30) days.

This motion was followed by discussion which was followed by Mayor Riley saying that there was a motion by Council Member Jordan and seconded by Council Member Edwards to approve the sign variance with the restriction that the light would be dimmed naturally from dusk to dawn and to assess it for a period of ninety (90) days initially after it is erected.

A motion was made by Council Member David Jordan and seconded by Council Member David Edwards, to approve the sign variance that the sign would be dimmed to 750 NITS from dusk until dawn and to be reviewed initially after ninety (90) days by the City and the citizens and in the event we have multiple complaints with this issue the City has the right to order the

church to completely turn off the sign from 11:00 p.m. to 6:00 a.m. Upon a vote of four (4) for and one (1) against, with Council Member Monica Alcocer casting the negative vote, Mayor Riley announced the motion carried.

Council Member Jordan and Council Member Edwards asked that the ordinance be looked at in regards to LED signs in the context of emerging technology.

Approval of Comprehensive Annual Financial Report for Fiscal Year 2015. M&C #2016-02-02-05 (V. Wallace).

Jeremy Barbatto, CPA of Alonzo, Bacarisse Irving + Palmer, P.C. presented the Comprehensive Annual Financial Report for Fiscal Year 2015.

A motion was made by Council Member Monica Alcocer, seconded by Council Member David Jordan, to approve the Comprehensive Annual Financial Report for Fiscal Year 2015 as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consideration of Resolution No. 16-005R of the City Council of the City of Leon Valley ordering and establishing procedures for a General Election in the City of Leon Valley, Texas to elect three Council Members: (Places 2, 4 and for the Office of the Mayor) by the qualified voters of the City of Leon Valley; authorizing the City Manager to sign a joint election Agreement with the Bexar County Elections Administrator for the conduct of said election, and providing details relating to the conduct of holding the Election, authorizing the use of the Leon Valley City Council Meeting Room A121 for Early Voting (April 25, 2016 through May 03, 2016) and on the 7th day of May, 2016, for Election Day voting. M&C #2016-02-02-06 (S. Passailaigue).

Una resolución del consejo municipal de la ciudad de Leon Valley que ordena y establece los procedimientos para una elección general en la ciudad de Leon Valley, Texas, para elegir a tres miembros del consejo (lugares 2, 4, y para la oficina de la alcaldesa) ante los votantes habilitados de la ciudad de Leon Valley; autorizando al administrador de la ciudad a firmar un convenio de elecciones conjuntas con la administradora de elecciones del condado de Bexar para la conducción de dicha elección y disponiendo los detalles relativos a la celebración de la elección, autorizando el uso del salon de juntas a121 del consejo municipal de la ciudad para la votación anticipada (abril 25 del 2016 a mayo 03 del 2016) y en el dia 7 de mayo del 2016, para el dia de la elección.

City Secretary Sandra Passailaigue presented the item with the staff recommends the City Council adopt Resolution No. 16-005R, ordering a General Election in the City of Leon Valley, Texas, to be held jointly with Bexar County for the Joint, General and other elections on the 7th day of May, 2016 which is the first Saturday in May 2016 for the purpose of electing three Council Members: (Places 2, 4 and for the Office of the Mayor) by the qualified voters of the City of Leon Valley; authorizing the City Manager to sign a joint election Agreement with the Bexar County Elections Administrator for the conduct of said election, and providing details relating to the conduct of holding the Election, authorizing the use of either the Leon Valley City Council Meeting Room A121 for Early Voting or the Leon Valley Conference Center (April 25, 2016 through May 03, 2016) and on the 7th day of May, 2016, for Election Day voting.

A motion was made by Council Member Benny Martinez, seconded by Council Member David Jordan, to approve Resolution No. 16-005R with the modification that early voting be held at the Leon Valley Conference Center; calling for a General and Special Election; and designating Jacquelyn F. Callanen, Bexar County Elections Administrator, as the Election Administrator to conduct such election as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

Discussion and possible action on Ordinance No. 16-004, an ordinance approving amendments to the General Fund of the City Of Leon Valley, Texas Municipal Budget for Fiscal Year of 2015-2016 regarding unemployment insurance. M&C #2016-02-02-07 (C. Caldera)

ACM/HR Director Crystal Caldera was present to answer questions.

A motion was made by Council Member Benny Martinez and seconded by Council Member Carmen Sanchez, to adopt Ordinance No. 16-004 as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

Discussion and possible action to form a Forest Oaks Pool Committee. M&C #2016-02-02-08 (K. Kuenstler)

City Manager Kelly Kuenstler presented as a follow up from the Town Hall Meeting in January. The item has been placed on the agenda in order for City Council to consider the appointment of a committee to determine the feasibility of the city owning, operating and maintaining the Forest Oaks Pool and its other assets. The committee should include community stakeholders, citizens, the City Recreation Supervisor, a representative of the Public Works Department, a representative of the Parks Commission, a representative of the Economic Development Corporation, and a representative of the Beautification Committee.

There was a discussion followed by members of City Council appointing the following to the Forest Oaks Pool Committee.

Mayor Riley appointed Tom Kelley

Council Member Carmen Sanchez appointed Larry Proffitt

Council Member David Jordan appointed Amber Mouser

Council Member Benny Martinez appointed Lynn Joseph

Council Member David Edwards appointed Lori Kelley

Council Member Monica Alcocer appointed Sharon Hendricks

City Manager Kuenstler appointed Communications Director Darrick Green to act on the behalf of City recreation and Assistant Public Works Director David Dimaline to act on behalf of City Public Works. City Manager Kuenstler appointed David Dimaline to also act as the City Representative.

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to accept the appointments as named and proceed to form said committee. Upon a unanimous vote, Mayor Riley announced the motion carried.

Discussion and possible action to form a Home Rule Charter Commission and begin the process to move Leon Valley from General Law to a Home Rule city. M&C #2016-02-02-09 (Council Members Benny Martinez and Carmen Sanchez)

Mayor Riley informed everyone that this item has been placed on the agenda at the request of Council Member Benny Martinez and Council Member Carmen Sanchez. This was followed by a discussion.

Mayor Riley asked if there were any citizens wanting to speak on this item.

- Larry Proffitt, 6307 Rue Sophie, said that there were “more pressing issues for the Council to do and we don’t need to be distracted by this right now.”
- Olen Yarnell, 7230 Sulky, agreed with Mr. Proffitt.
- Richard Blackmore, 6639 Forest Haven, said “Leon Valley doesn’t want this.”

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Edwards, to postpone this agenda item indefinitely. Upon a vote of three (3) for and two (2) against, with Council Member Benny Martinez and Council Member Carmen Sanchez casting the negative votes, Mayor Riley announced the motion carried.

Discussion and possible action to consider authorizing for the filing of a grant application with the Alamo Area Council of Governments (AACOG) for a regional solid waste grant. M&C #2016-02-02-10 (D. Dimaline)

Assistant Public Works Director David Dimaline presented the item for the purpose of Council consideration authorizing for the filing of a grant application with the Alamo Area Council of Governments (AACOG) for a regional solid waste grant. The 2016-2017 Regional Solid Waste Grant Program is administered by AACOG. AACOG is receiving grant applications and the attached Resolution authorizes the City Manager to apply for grant funding. The City of Leon Valley is applying for grant funds to purchase a new 12” capacity brush chipper. This is consistent with AACOG’s goal to provide for recovery of material resources by emphasizing reuse, reduction, waste minimization and recycling. If the City of Leon Valley is selected for grant funding, these funds will be utilized to purchase the machinery. The project total is \$35,630 and the City would provide a 15% match, or \$5,345. Funds for the match will come from the Public Works Department – General Fund.

A motion was made by Council Member David Edwards and seconded by Council Member Monica Alcocer, to approve Resolution No. 16-006R as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

- Lyn Joseph, 6423 Trotter Lane, asked if the old chipper would still be used by Public Works.
 - Assistant Public Works Director Dimaline replied that Public Works would still use the old chipper.

Discussion and possible action to discuss future locations for the quarterly Coffee with the Mayor and Council. (K. Kuentler)

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to hold the 2016 Coffee with the Mayor events at the Conference Center and revisit later. Upon a unanimous vote, Mayor Riley announced the motion carried.

City Manager's Report:

a) Approved Minutes from Boards, Commissions and Committees

b) Future Agenda Items:

- **Legislative Update by US Representative Joaquin Castro, February 16, 2016 at Regular City Council Meeting.**

c) Upcoming Important Events:

- **MPO Public Meeting, February 25, 2016 from 6:00 p.m. until 8:00 p.m. at the Conference Center**
- **General Election Application Filing Period, January 20, 2016 until 5:00 p.m. February 19, 2016**
- **27th Annual Earthwise Living Day Event, March 5, 2016 from 9:00 a.m. until 2:00 p.m. at the Leon Valley Community Center and Conference Center.**
- **Re-dedication of the Leon Valley City Hall and Police Station, April 2, 2016 at 10:00 a.m.**
- **Volunteer Appreciation Dinner, Wednesday, April 6, 2016 at 6:00 p.m.**
- **Coffee with the Mayor and City Council, April 23, 2016, from 9:00 a.m. to 11:00 a.m.**
- **Annual Pet Parade, Saturday, April 30, 2016, 10:00 a.m. – noon.**

City Manager Kuenstler reminded everyone of the upcoming agenda items as well as upcoming City events.

Citizens to be heard.

None

Announcements by the Mayor and Council Members.

Council Member Carmen Sanchez congratulated State Representative Joaquin Castro on the recent birth of a son.

Council Member Monica Alcocer thanked everyone for coming to the meeting.

Council Member Benny Martinez echoed Council Member Alcocer's announcement.

Mayor Riley told everyone that the Annual Town Hall meeting was a success; and that TxDOT would be holding a public meeting in April at John Marshall High School to discuss Bandera Road improvements.

City Manager Kuenstler informed everyone that Dr. Romero's Town Hall Summary would be available in about a month.

Adjournment.

Mayor Riley announced the meeting adjourned at 10:37 p.m.

These minutes approved by the Leon Valley City Council on the 1st of March, 2016.

APPROVED

Chris Riley

CHRIS RILEY
MAYOR

ATTEST:

Saundra Passailaigue
SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

